

PURCHASE DIVISION
Advice for approval for credit to supplier

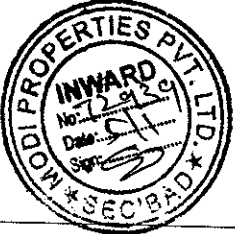
Date: 06/01/2021		Prepared by: Neha	
PO/WO no. 73116		PO / WO Date. 18/12/2020	
Supplier Name Jai S'n rama Goven Blocks		PO/WO amount 5,015/-	
Firm/Company SLLP		Project SLLP	
Sl. No.	Bill No.	Bill Date	Bill amount
1	122	30/12/2020	5,015/-
2			
3			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges): 5,015/-			
Sl. No.	DC No	DC. Date	MRN No. DC matches MRN
1.	1		87011 ☐ Yes ☐ No
2.			☐ Yes ☐ No
3.			☐ Yes ☐ No
Amount B –Other Credits : Transportation charges			
Amount C –Other Debits :			
Amount D (D=A+B-C) – Amount to be credited to the supplier:			
Amount E – PO / WO value: 5,015/-			
Amount F – Difference (A – E): GST-18% 5,015/-			
Quantity received as per PO /WO		☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)	
Is difference between PO / Bill acceptable?		☒ Yes ☐ No (explained below)	
Excess / short material received		☒ Approved – within acceptable limits ☐ No (explained below)	
Close PO / WO		☒ Yes ☐ No – wait for balance material ☐ No (explained below)	
Advance paid / PDC given (deduct when paying)		☐ Yes – Rs. /- ☒ No	
Payment – due date		11/01/2021	
Remarks:			
Approved by	Purchase Officer	Purchase Manager	Procurement Manager
Sign:	Neha	P. S.	09 JAN 2021
Date	06/01/2021	8/1/21	MINISH PARIKH MANAGER PROCUREMENT
			M D
			Accounts – receiver of bill
			Accountant
			Accounts Manager

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 10,000/-, Purchase Manager or Procurement Manager to approve all bills from 10,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

JAI SRI RAMA COVER BLOCKS

Plot No: 266, Near Ice Factory, Gandimaisamma X Road,
Bowrampet, Ranga Reddy, Telangana -500055

TAX INVOICE

To M/S Summit sales LLP-4- 187/3&4, 11nd floor, MG road, secundrabad. 500003 GSTIN - 36ACQFS2044C1Z7		INVOICE NO:122 INVOICE DATE: 30-12-2020 GST: 36CQWPD4814M1Z9 DOCNO :73116			
S.NO	DESCRIPTION	UOM	QTY	RATE	AMOUNT
1	20/25/40/50 mm Cement Cover blocks	Nos	5000	0.85	4250.00
TOTAL AMOUNT					4250.00
GST 9%					382.50
GST 9%					382.50
AND TOTAL					5,015.00
Thanking You,		 Yours Faithfully FOR JAI SRI RAMA COVER BLOCKS  Proprietor			

INWARD	
Inward No: 15536	Dt: 30/12/20
MRN No: 87011	Dt:
Received By:	Sign: 
SUMMIT SALES LLP	

Certified by:
Stores Manager

Purchase Order



73116
16.12.20 11:40:30

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18-12-2020 4:33:34 PM

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details

Jai Sri Rama Cover Blocks
Bowrampet, Ranga Reddy, Telangana

GSTIN 36BTVPD4864J2ZO
9052171934

8185035464

Doc No	73116	168226
Doc Date	18-12-2020	
Quote No	Nil	
Quote Date	18-12-2020	
SupplyType	Supply	

Kind Attn : Chandan Mishra

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6094 - Miscellaneous - Spacers - Other - nos	5,000.00	0.85	0.00	18.00	5,015.00
Total Order Value ...					5,015.00

Rupees : Five Thousand Fifteen Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintainance purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**
Authorised Signatory

Name : 

Name : _____

Accepted the above Terms And Conditions
For **Jai Sri Rama Cover Blocks**

Date : __/__/__

Requisition Form

Company Name:		Summit sales llp		Date:	17.12.20	
Site & Phase :		Summit housing llp		Time:	11.00	
Supplier				Req. No.	168226	
Material required before date:				ID No.	62379	
No	Description	Size	Quantity	Units	Inward No	Date
1	SPACERS 73116		5000	NOS		
2	TEFLON TAPES 73117		500	NOS		
3	BLUE SHEETS 73118	12X18	10	NOS		
4	SAFETY BELTS 73119		10	NOS		
5						
6						
7						
8						
9						
Remarks: For stock maintenance and site use						
Prepared By		SOWMYA		Approved by		
Sign. & Date		17.12.20		Sign. & Date		

APPROVED
18 DEC. 2020
VINISH PARIKH
MANAGER PROCUREMENT

Note: On receipt of material at site write inward number and date in last 2 columns.